

**PHYSICAL THERAPY EXAMINING BOARD
MEETING MINUTES
February 26, 2015**

PRESENT: Shari Berry, PT; Lori Dominiczak, PT; Sarah Olson, PTA; Michele Thorman, PT

EXCUSED: Thomas Murphy

STAFF: Tom Ryan, Executive Director; and Taylor Thompson, Bureau Assistant

CALL TO ORDER

Michele Thorman, Chair, called the meeting to order at 8:30 A.M. A quorum of four (4) members was confirmed.

ADOPTION OF AGENDA

Amendments:

- Add Application Review – Melissa Tesoro after Item Q

MOTION: Shari Berry moved, seconded by Lori Dominiczak, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES

Corrections:

- Correct APTITUDE header to read aPTitude

MOTION: Shari Berry moved, seconded by Sarah Olson, to approve the minutes of December 11, 2014 as corrected. Motion carried unanimously.

ELECTION OF OFFICERS

BOARD CHAIR

NOMINATION: Sarah Olson nominated Lori Dominiczak for the Office of Board Chair.

Tom Ryan called for other nominations three (3) times.

Lori Dominiczak was elected as Chair by unanimous consent.

VICE CHAIR

NOMINATION: Lori Dominiczak nominated Shari Berry for the Office of Vice Chair.

Tom Ryan called for other nominations three (3) times.

Shari Berry was elected as Vice Chair by unanimous consent.

SECRETARY

NOMINATION: Shari Berry nominated Sarah Olson for the Office of Secretary.

Tom Ryan called for other nominations three (3) times.

Sarah Olson was elected as Secretary by unanimous consent.

| 2015 ELECTION OF OFFICERS | |
|----------------------------------|------------------------|
| Board Chair | Lori Dominiczak |
| Vice Chair | Shari Berry |
| Secretary | Sarah Olson |

APPOINTMENT OF LIAISONS

| 2015 LIAISON APPOINTMENTS | |
|--|--|
| Credentialing Liaison | Shari Berry, Sarah Olson <i>Alternate: Michele Thorman</i> |
| Monitoring Liaison | Thomas Murphy <i>Alternate: Sarah Olson</i> |
| Education and Exams Liaison | Michele Thorman, Shari Berry <i>Alternate: Sarah Olson</i> |
| Legislative Liaison | Lori Dominiczak <i>Alternate: Shari Berry</i> |
| Travel Liaison | Lori Dominiczak <i>Alternate: Shari Berry</i> |
| Website Liaison | Shari Berry <i>Alternate: Sarah Olson</i> |
| Rules Liaison | Lori Dominiczak <i>Alternate: Shari Berry</i> |
| Professional Assistance Procedure Liaison | Thomas Murphy <i>Alternate: Sarah Olson</i> |
| Screening Panel | Sarah Olson, Thomas Murphy <i>Alternate: Michele Thorman</i> |

MOTION: Shari Berry moved, seconded by Michele Thorman, to affirm the Chair's appointment of liaisons for 2015. Motion carried unanimously.

DELEGATED AUTHORITY MOTIONS

- MOTION:** Shari Berry moved, seconded by Sarah Olson, that, in order to facilitate the completion of assignments between meetings, the Board delegates its authority by order of succession to the Chair, highest ranking officer, or longest serving member of the Board, to appoint liaisons to the Department to act in urgent matters, to fill vacant appointment positions, and to act where knowledge or experience in the profession is required to carry out the duties of the Board in accordance with the law. Motion carried unanimously.
- MOTION:** Shari Berry moved, seconded by Sarah Olson, that the Board delegates authority to the Chair, highest ranking officer, or longest serving member of the Board, to sign documents on behalf of the Board. In order to carry out duties of the Board, the Chair, highest ranking officer, or longest serving member of the Board have the ability to delegate this signature authority to the Board's Executive Director for purposes of facilitating the completion of assignments during or between meetings. Motion carried unanimously.
- MOTION:** Sarah Olson moved, seconded by Shari Berry, that Board Counsel or another Department attorney is formally authorized to serve as the Board's designee for purposes of Wis. Admin. Code § SPS 1.08(1). Motion carried unanimously.
- MOTION:** Shari Berry moved, seconded by Michele Thorman, to adopt the 'Roles and Authorities Delegated to the Monitoring Liaison and Department Monitor' document as presented. Motion carried unanimously.

LEGISLATIVE/ADMINISTRATIVE RULE MATTERS

REVIEW AND DISCUSSION OF PT 1, 2, 3, 8 TEMPORARY REENTRY LICENSE

- MOTION:** Shari Berry moved, seconded by Sarah Olson, to authorize the Chair to approve of PT 1, 2, 3, 8 as amended relating to Temporary Reentry License for posting of EIA comments and submission to the Clearinghouse. Motion carried unanimously.

aPTitude AND RELATED MATTERS

- MOTION:** Michele Thorman moved, seconded by Sarah Olson, that the Board approves the following language to appear on the aPTitude website "The state licensing board is the final authority on requirements and whether or not activities meet requirements. Please check the state board website if you have any questions about the currency or accuracy of aPTitude's information: <http://dsps.wi.gov/Boards-Councils/Board-Pages/Physical-Therapy-Examining-Board-Main-Page/>. The state licensing board is not using aPTitude at this time to audit or verify licensees' completion of requirements. Use of aPTitude is voluntary by PT/PTA licensees for their own tracking purposes. PTs/PTAs selected for audit will be notified by the Wisconsin Department of Safety and Professional Services and advised of the compliance reporting process". Motion carried unanimously.

MOTION: Sarah Olson moved, seconded by Michele Thorman, to appoint Shari Berry to communicate with aPTitude regarding language on its website relating to Wisconsin laws, and to approve content on behalf of the Board. Motion carried unanimously.

FEDERATION OF STATE BOARDS OF PHYSICAL THERAPY (FSBPT) MATTERS

FSBPT CONTINUING COMPETENCE COMMITTEE

MOTION: Shari Berry moved, seconded by Sarah Olson, to affirm the appointment of Michele Thorman for the FSBPT Continuing Competence Committee. Motion carried unanimously.

BOARD TRAVEL OPTIONS

MOTION: Shari Berry moved, seconded by Michele Thorman, to designate Thomas Murphy, Sarah Olson, and Tom Ryan to attend the 2015 Board Member and Administrator Training on June 12-14, 2015, in Alexandria, Virginia, and to authorize travel. Motion carried unanimously.

MOTION: Sarah Olson moved, seconded by Michele Thorman, to appoint Lori Dominiczak, Shari Berry, and Tom Ryan to attend the 2015 Leadership Issues Forum on August 1-2, 2015, in Alexandria, Virginia, and to authorize travel. Motion carried unanimously.

MOTION: Michele Thorman moved, seconded by Sarah Olson, to appoint Lori Dominiczak as the delegate, Shari Berry as the alternate, and Tom Ryan as the funded Administrator for the 2015 Annual Meeting and Delegate Assembly on October 15-17, 2015, in Orlando, Florida, and to authorize travel. Motion carried unanimously.

PHYSICAL THERAPY EXAMINING BOARD 2014 ANNUAL REPORT

MOTION: Shari Berry moved, seconded by Sarah Olson, to approve of the 2014 Annual Report as amended. Motion carried unanimously.

CLOSED SESSION

MOTION: Sarah Olson moved, seconded by Shari Berry, to convene to Closed Session to deliberate on cases following hearing (§ 19.85(1) (a), Stats.); to consider licensure or certification of individuals (§ 19.85 (1) (b), Stats.); to consider closing disciplinary investigations with administrative warnings (§ 19.85 (1) (b), Stats. and § 440.205, Stats.); to consider individual histories or disciplinary data (§ 19.85 (1) (f), Stats.); and to confer with legal counsel (§ 19.85 (1) (g), Stats.). The Chair read the language of the motion aloud for the record. The vote of each member was ascertained by voice vote. Roll Call Vote: Shari Berry - yes; Lori Dominiczak - yes; Sarah Olson - yes; Michele Thorman - yes. Motion carried unanimously.

The Board convened into Closed Session at 10:46 A.M.

RECONVENE TO OPEN SESSION

MOTION: Sarah Olson moved, seconded by Shari Berry, to reconvene in Open Session at 11:36 A.M. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MOTION: Sarah Olson moved, seconded by Michele Thorman, to affirm all Motions made and Votes taken in Closed Session. Motion carried unanimously.

CONTINUING EDUCATION WAIVER REQUESTS

HOLLY FLOURKE

MOTION: Michele Thorman moved, seconded by Shari Berry, to request that Holly Flourke submit to the Board medical documentation of her condition and request documentation of completed continuing education since the last renewal deadline. Motion carried unanimously.

STEVEN KUPHAL

MOTION: Shari Berry moved, seconded by Michele Thorman, to grant the request for waiver of Steven Kuphal. Motion carried unanimously.

CASE CLOSING(S)

14 PHT 014 (S.D.B.)

MOTION: Lori Dominiczak moved, seconded by Shari Berry, to close case 14 PHT 014, against S.D.B., for Prosecutorial Discretion (P3). Motion carried unanimously.

APPLICATION REVIEW – MELISSA TESORO

MOTION: Shari Berry moved, seconded by Sarah Olson, to issue a notice of intent to deny the application of Melissa Tesoro for license to practice Physical Therapy; in the alternative, the Board will offer a limited license with terms to be defined and approved by Sarah Olson in consultation with DSPS staff. **Reason for Denial:** Wis. Stat. § 448.57(2)(f) and Wis. Admin. Code § PT 7.025(23). Motion carried.

RATIFICATION OF LICENSES AND CERTIFICATES

MOTION: Shari Berry moved, seconded by Michele Thorman, to delegate ratification of examination results to DSPS staff and to delegate and ratify all licenses and certificates as issued. Motion carried unanimously.

ADJOURNMENT

MOTION: Sarah Olson moved, seconded by Shari Berry, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 11:38 A.M.